

**APPROVED**

**SCOTTSDALE AIRPORT ADVISORY COMMISSION  
PUBLIC MEETING  
AIRPORT TERMINAL BUILDING LOBBY  
15000 N. AIRPORT DRIVE  
SCOTTSDALE, AZ**

**MAY 10, 2006**

**MINUTES**

**PRESENT:** Donald Maxwell, Chairman  
Fred Madanick, Vice Chairman  
Leonard Tinnan  
Tom Guilfooy  
Mike Osborne  
Lois Yates  
Sean Asmus

**STAFF:** Jennifer Lewis, Aviation Planner  
Teresa Huish, Principal Transportation Planner  
Scott Gray, Aviation Director  
Chris Read, Assistant Aviation Director  
Matt Johnson, Administration Specialist  
Mary O'Connor, Transportation General Manager

**OTHERS** Mike Connors, HDR Engineering, Inc.  
Wayne Kaplan, Vision Air  
Krister Terito, Enterprise Car Rental  
Brian Reddy

**CALL TO ORDER**

Chairman Maxwell called the meeting to order at 6:00 p.m.

**ROLL CALL**

A formal roll call confirmed the presence of Commissioners as noted above.

**PUBLIC COMMENT**

None.

**MINUTES**

Commissioner Osborne moved the approval of the April 12, 2006 meeting minutes. Commissioner Yates seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

**AERONAUTICAL BUSINESS PERMITS**

Mr. Matt Johnson presented information regarding ratification of the Airpark Aeronautical Business Permit for Echo Executive Park, L.L.C. to provide hangar/shade leasing services at the Scottsdale Airport. Echo Executive Park, L.L.C. has provided the appropriate documentation as required. This is an existing hangar facility. The associated permit fees are expected to generate approximately \$1,000 in annual

revenue to the Aviation Enterprise Fund. Mr. Johnson noted that an authorized representative of Echo Executive Park, L.L.C. was in attendance.

Commissioner Tinnan made a motion for ratification of the Airpark Aeronautical Business Permit for Echo Executive Park, L.L.C. to provide Hangar/Shade Leasing Services at the Scottsdale Airport, as written. The motion was seconded by Commissioner Guilfooy and carried by a unanimous vote of seven (7) to zero (0).

Mr. Johnson presented the agenda items for aeronautical business permit additions, cancellations, and revocations.

## **GENERAL BUSINESS**

### **Transportation Master Plan Update**

Principal Transportation Planner Teresa Huish made a presentation regarding the Transportation Master Plan at the request of the Transportation Department. Highlights of her presentation included an overview of the timeline for the Master Plan; goals and objectives of the plan; the vision statement for the Scottsdale General Plan 2001 Community Mobility Element; components of the Master Plan; modal plans; high capacity transit - Phase II; area circulation studies; Airpark area circulation study; issues for consideration; other elements to be addressed in Master Plan; the public engagement plan; information outreach, public input, public comment -- general issue areas and examples of Airpark issues; evaluating plan options ... draft technical evaluation criteria; and what a successful transportation plan will include.

Commissioner Guilfooy noted that work on the Airport Master Plan will not start until later in the year, and asked Ms. Huish what outcome the Transportation Department is expecting from the Airport Master Plan.

Ms. Huish replied that it is still early in the process of working on the Transportation Master Plan. The two initiatives can run on parallel tracks. Transportation General Manager Ms. Mary O'Connor added that the purpose of the public hearings is to create a framework for analyzing decisions. After the plan is done it will still be possible to make necessary modifications.

Commissioner Guilfooy expressed his concern that plans for the Airport could change and that infrastructure as set out in the Transportation Master Plan might not match the needs of the Airport. Ms. O'Connor assured the meeting that these are not two separate efforts. The Transportation Master Plan is a 20-year plan that basically considers traffic. She opined that communication would avoid potential problems. The General Plan is the guideline for the Transportation Master Plan.

Commissioner Guilfooy asked about land use decisions. Ms. O'Connor replied that much depends on how land use changes over time. She reminded the Commission that people vote on the General Plan, yet it must remain responsive. She believes that they are not at risk of missing anything.

Aviation Director Mr. Scott Gray advised that the Airport Master Plan performs minimal traffic-related analysis. He acknowledged that the timing of the Airport Master Plan will be slightly off, but assured the Commissioners that if staff finds changes that should be included they can work to expand the Transportation Master Plan.

Chairman Maxwell asked Ms. O'Connor if there would be specific recommendations regarding Scottsdale Road. Ms. O'Connor explained that the Transportation Master Plan is a large scope, higher-level plan. A discussion ensued on traffic patterns in the Airport area and possibilities for mass transit in Scottsdale. Ms. O'Connor elaborated on the approach to the planning process. Ms. O'Connor noted that part of the reason for the Transportation Master Plan was to implement Proposition 400 projects. A discussion ensued on the challenges of siting a park and ride facility near the Loop 101. Staff reminded the Commissioners that they can sign up for the Transportation Master Plan mailing list through the City website.

**Consider authorization of Contract No. 2006-033-COS for Lease of Commercial Office Counter Space in the Scottsdale Airport Terminal Bldg to Aviation Ventures Inc., d.b.a. Vision Air, the responsive bidder.**

Mr. Johnson presented information regarding Contract No. 2006-033-COS for lease of commercial office counter space in the Scottsdale Airport Terminal Building to Aviation Ventures Inc., d.b.a. Vision Air, the responsive bidder. The lease term is for three years with two one-year options. The lease is being awarded as the result of a recent competitive bid process. Bidding was limited to the businesses conducting FAR Part 135 charter operations or similar types of passenger service operations that do not require the City of Scottsdale to obtain a 14 CFR Part 139 Airport Operations Certificate. The operation is anticipated to generate approximately \$3,292.90 in monthly revenue to the Aviation Enterprise Fund. Vision Air was the sole bidder.

Mr. Johnson introduced Mr. Warren Kaplan, General Manager of Vision Air and Vision Holidays, who addressed the meeting. After his brief presentation, Commissioners questioned Mr. Kaplan about the company's operations, plans, aircraft, and pilots.

Commissioner Tinnan made a motion to approve authorizing Contract No. 2006-033-COS for lease of commercial office counter space in the Scottsdale Airport Terminal Building to Aviation Ventures Inc., d.b.a. Vision Air. Vice-Chairman Madanick seconded the motion.

Commissioner Guilfoxy asked staff what office suites were available. Mr. Johnson answered that Suites 104, 105, and 106 were available. Vision Air was the only bidder. He elaborated on details of space available or shortly to become available at the Airport. Mr. Gray explained that several spaces will become available and the Airport will re bid starting in June.

Commissioner Guilfoxy inquired whether expected revenue from gas tax is considered when bids are being evaluated. Mr. Gray confirmed that staff asks bidders for details of additional revenue as part of the bid process. Commissioner Guilfoxy remarked that this is valuable information for the Commission. Mr. Gray committed that staff will include this information in future.

The motion was carried by a unanimous vote of seven (7) to zero (0).

**Consider authorization of Contract No. 2006-034-COS for Rental Car Concession Lease at Scottsdale Airport to The Hertz Corporation, the responsive bidder.**

Mr. Johnson presented information regarding Contract No. 2006-034-COS for rental car concession lease at Scottsdale Airport. The lease term is for three years with two one-year options. The lease is being awarded as the result of a recent competitive bid process. Bidding was limited to rental car businesses. Airport, Financial Services, and City Asset Management personnel conducted the bid process. The minimal annual guarantee is anticipated to generate \$131,600 in annual revenue to the Aviation Enterprise Fund, and an estimated \$94,000 in annual revenue from the associated permit fees. Hertz will continue to occupy their current office suite.

Mr. Gray outlined aspects of the bid process and how staff independently evaluated the bids received.

Commissioner Osborne made a motion to authorize awarding Contract No. 2006-034-COS for rental car concession lease at Scottsdale Airport. Commissioner Asmus seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

**Consider authorization of Contract No. 2006-035-COS for Rental Car Concession Lease at Scottsdale Airport to Stewart Ventures, Inc., d.b.a. National Car Rental and Alamo Rent A Car, the responsive bidder.**

Mr. Johnson presented information regarding Contract No. 2006-035-COS for Rental Car Concession Lease at Scottsdale Airport. The lease term is for three years with two one-year options. The lease is

being awarded as the result of a recent competitive bid process. Bidding was limited to rental car businesses. Airport, Financial Services, and City Asset Management personnel conducted the bid process. The minimal annual guarantee is anticipated to generate \$116,400 in annual revenue to the Aviation Enterprise Fund, and an estimated \$84,600 in annual revenue from the associated permit fees.

A representative of Enterprise Rental Car addressed the Commission, noting that they had bid unsuccessfully and had questions about the rankings and the evaluation process. He advised the Commission that Enterprise is the largest car rental company in the country and has the largest revenues. The company operates at 131 general aviation locations around the United States. He asked the Commission to reconsider and give Enterprise a chance.

A discussion ensued on the bid process. Mr. Gray stated that should Enterprise Rental Car submit a formal challenge, this could be brought before City Council. Staff would relay any such challenge to the City Attorney's Office. He clarified that any action taken by the Commission would forward the issue to City Council for their ultimate approval. Further discussion ensued.

Commissioner Tinnan made a motion to forward this lease issue to City Council without a recommendation. After further discussion, the motion failed for lack of a second.

Vice-Chairman Madanick made a motion to deny approval of the contract. After further discussion about the Commission's role in the RFP process, the motion failed for lack of a second.

Mr. Gray suggested that the Commission might want to take no position due to the potential challenge. In that case, staff would take the challenge from Enterprise through the legal process and then go to City Council. A second suggestion would be that the Commission recommends that staff confer with the City Attorney's Office to determine whether there are issues that need to be addressed prior to sending it to Council.

Commissioner Guilfoxy commented that the Commissioners are only privy to the fact that there is a problem.

Commissioner Osborne moved that due to the potential challenge, the Commission recommend that staff work with the City Attorney's Office and then forward this issue to City Council. Commissioner Yates seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

#### **OPERATIONS/ENFORCEMENT UPDATE FOR APRIL 2006**

Mr. Chris Read, Assistant Aviation Director, presented the Airport operations enforcement update for April 2006.

#### **REVIEW/MODIFY 2006 MEETING SCHEDULE**

Chairman Maxwell inquired whether any of the Commissioners saw a need to modify the meeting schedule for the balance of 2006. No one wished to suggest any changes.

#### **PUBLIC COMMENT**

None.

#### **DIRECTOR'S REPORT**

Mr. Gray reported that he attended a public meeting regarding Class B airspace redesign at Deer Valley Airport.

He noted that staff would be issuing an IFB for office space available in the Terminal. A space of approximately 470 square feet will be converted to a gift shop.

**ITEMS FROM THE COMMISSION**

Commissioner Yates asked Mr. Gray whether staff could perform a competitive analysis of corporate jet business at Scottsdale and other regional airports. Mr. Gray replied that this would be in the Airport Master Plan.

Mr. Brian Reddy, a pilot who flies out of Scottsdale Airport shared information about fuel prices.

**ADJOURNMENT**

With no further business to discuss, being duly moved and seconded, the regular meeting of the Scottsdale Airport Advisory Commission adjourned at 7:20 p.m.

Respectfully submitted,  
A/V Tronics, Inc.